2021/2022 WORK STUDY PROGRAM

JOB POSTING

JOB TITLE: ATRS8 Vikes Web Assistant

DEPARTMENT NAME: Vikes Athletics and Recreation

CONTACT NAME: Marc Johns/Larissa McKinlay

JOB DESCRIPTION:

Working with the Digital Coordinator and Marketing and Design Officer to support the websites of Vikes Athletics and Recreation. Duties may include but are not limited to: content migration, web development (JavaScript, PHP, HTML, CSS), usability planning, web server administration (robots.txt, server-side scripts, domain management etc.) and more. Our web initiatives have a wide variety of tasks, so work will be assigned based on the strengths of the successful candidate.

QUALIFICATIONS:

- Javascript, server administration
- Knowledge of Craft CMS an asset, but not a requirement.
- Previous knowledge of other Content Management Systems (such as ExpressionEngine, Wordpress, and other PHP-based CMS) an asset.
- Commitment to service excellence
- Demonstrated ability to work as a member of a team, as well as work independently.
- Able to communicate clearly is key
- Good problem-solving abilities

JOB LOCATION ON-CAMPUS: Mostly remote work; on campus meetings may be necessary, but Zoom calls will be used when possible.

WORK STUDY WAGE: $16.00/hour (including 4% vacation pay)

DEPARTMENT TOP UP:

HOURS AVAILABLE: 200

HOW TO APPLY: Email cover letter and resume to Marc Johns (marcjohns@uvic.ca)
APPLICANTS MUST BE ELIGIBLE TO PARTICIPATE IN THE WORK STUDY PROGRAM
For details go to:  http://www.uvic.ca/registrar/safa/work-study/index.php